

APPROVED 02/11/2010

At 6:03 pm the Board's meeting was called to order in the basement meeting room at the Fremont Town Hall. Present were Selectmen Donald Gates Jr, Brett Hunter, and Greta St Germain; Town Administrator Heidi Carlson; and the Town's Assessing Agent Joe Lessard of MRI.

At 6:05 pm Gates moved to enter non-public session pursuant to NH RSA 91-A:3 II (e) to discuss a pending litigation matter with Assessor Joe Lessard. Hunter seconded and the vote was approved by roll-call vote 3-0.

At 6:30 pm Hunter moved to come out of non-public session. St Germain seconded. The roll-call vote was unanimously approved.

Motion was made by Gates and seconded by Hunter to seal the minutes of the non-public session until such time as the pending case is settled. The roll call vote was unanimously approved 3-0.

Jeanne Nygren came into the meeting at approximately 6:30 pm. Heidi Carlson left the meeting at approximately 6:40 pm.

NEW BUSINESS**1. 2009 Property tax abatements:****07-059 Walter Surprenant/Patricia Benevento 85 Riverside Drive**

The reason for request is applicant's application is concern with assessment of \$257,900 as compared to a market analysis value estimate of \$222,250 as of late 2009. The Assessor inspected the property and it was noted that some building description corrections were appropriate. After corrections, assessment is reduced \$9,100 from \$257,900 to \$248,000. Market analysis was reviewed and although Assessor does not fully agree with all aspects, the value estimate indicated, when the Town's assessment ratio of 118.2% is applied supports the revised assessment. With consideration for the above, it is recommended by the Assessor that an abatement in the amount of \$210.39 plus any applicable interest be granted.

The Selectman reviewed the abatement. Hunter moved to accept the Assessor's recommendation and grant the abatement. St Germain seconded and the vote was approved 3-0.

03-163 Russell Stratton Sr 51 Main Street

Applicant submitted an abatement as he purchased from a bank in June 2009 for \$54,000 and the deteriorated buildings were razed shortly thereafter. As this is the case, the improvements added no value. It is the Assessor's opinion that the assessment for the improvements should be removed. After removing the buildings, assessment is reduced \$115,600 from \$237,300 to \$121,700 and it is recommended that an abatement in the amount of \$2,672.67 plus any applicable interest be granted for the 2009 tax year.

The Selectmen reviewed the abatement. St Germain moved to accept the Assessor's recommendation and grant the abatement. Hunter seconded and the vote was approved 3-0.

02-156.001.018 Marc C & Elizabeth A Beaulieu 75 Andreski Drive

Applicant submitted an abatement with concern about the assessment of \$330,400 as compared to an appraisal value of \$266,000 as of January 2009. The Assessor inspected the property and it was noted that some building description corrections were appropriate. After corrections, the assessment is reduced \$8,100 from \$330,400 to \$322,300. The independent appraisal was reviewed and comparables are not felt to be the best reflections. Additional sales data was reviewed and after adjustments, with

consideration for the Town's 2009 assessment ratio of 118.2%; as well as the appraisal report's cost approach indication, support the revised assessment. With consideration for the above, it is recommended that an abatement in the amount of \$187.27 plus any applicable interest be granted.

The Selectmen reviewed the abatement. Hunter moved to accept the Assessor's recommendation and grant the abatement. St. Germain seconded and the vote was approved 3-0.

05-002.006 Karin E Connors Trust

17 San Antonio Drive

Applicant submitted abatement request due to concern with assessment of \$260,300 as compared to appraisal value estimate of \$190,200 as of April 24, 2009. Assessor inspected the property and some deferred maintenance items as well as data corrections were noted. After corrections, assessment is reduced \$7,000 from \$260,300 to \$253,300. The appraisal submitted was reviewed and Assessor does not fully agree with adjustments applied. Some other sales data was analyzed and after adjustments and with consideration for the Town's assessment ratio of 118.2%, those indications along with subject's cost approach indication support the revised assessment. With consideration of all of the above, it is recommended that an abatement in the amount of \$161.84 be granted.

The Selectmen reviewed the abatement. Hunter moved to accept the Assessor's recommendation and grant the abatement. St Germain seconded and the vote was approved 3-0.

03-058.002 Matthew K Pitkin

137 Beede Hill Road

Applicant submitted request due to concern with assessment of \$331,000 as compared to appraisal value estimate of \$270,000 as of September 2009. Assessor inspected the subject and noted that the actual age and fireplace were incorrectly stated. Appraisal report was reviewed and not given much weight as there appears to be numerous discrepancies in the information reported on the comparable sales. One sale is a ranch style and one was a bank sale. We have also reviewed additional sales data. After appropriate adjustments and with consideration for Town current median assessment ratio of 118.2%, the value indications support the current assessment. Value indication of appraisal also produces similar assessment after recognition of market change to April 1, 2009 and Town ratio is applied. After corrections noted during inspection, subject assessment increased slightly to \$331,200 for the 2010 tax year. As such and with consideration for all of the above, it is recommended that the abatement request be denied.

The Selectmen reviewed the abatement. Hunter moved to accept the Assessor's recommendation and grant the abatement. St Germain seconded and the vote was approved 3-0.

At 6:40 pm Police Chief Neal Janvrin came into the meeting. St Germain thanked Janvrin for his invitation for her to join in the oral board interviews for the candidates that applied for the open Police Department positions.

Janvrin said it is time for renewal of the annual Fish and Game contract. He has applied for the same amount of money as last year, which is the grant total \$49,140.00. He needs the two forms filled out every year indicating that the Selectmen give him the authority to apply for the grant.

The contract forms were reviewed by the Selectmen as read aloud by St Germain. Gates asked about this agreement and asked if this enforces unique laws of the NH Fish & Game. Janvrin said they are part of the motor vehicle code and that these patrols are voluntary for those who want to work these patrols on a sign up basis. Gates asked if someone is stopped for speeding on the trails what happens in court. Janvrin said there is a special set of rules that apply under NH RSA for DRED Trails.

The resolution voted that Chief Janvrin is hereby authorized to execute and deliver for in the name and on the behalf of the Town of Fremont, New Hampshire all professional service contracts, agreements and reports with the State of New Hampshire Fish and Game Department for Off Highway Recreational Vehicle law enforcement proportioned to be binding upon the Town shall be conclusive evidence for all purposes that such instrument is authorized by this vote. The motion to sign this resolution was made by Hunter. This was seconded by St Germain. The vote was approved 3-0.

Janvrin asked the Board about another way to handle appointment of part-time officers instead of doing it annually. He indicated that very few towns still do the annual renewal of part-time appointments. Instead, they make an appointment and deal with any issues as a personnel matter. Selectmen indicated that this should be further reviewed and discussed after the new Board is in place after the March elections.

Janvrin also stated that the DARE program has started at Ellis School this week with participation by the 5th and 6th grades. This is a 10 week course. They will the go to grades K through 4 for a week course. He also said that Officer Greg Huard is doing the "Polar Plunge" for Special Olympics on Sunday and representing the Police Department.

With no other matters to come before the Selectmen Chief Janvrin was thanked by the Board and he left the meeting at 6:55 pm.

OLD BUSINESS

1. Selectmen reviewed the minutes for 28 January 2010. After a few corrections in wording, a motion to approve the minutes with amendments was made by Hunter. This was seconded by St. Germain and the vote was approved 3-0.

2. The Selectmen then reviewed the Fraud Policy and Ethics Resolution draft from last week and agreed to have these two drafts combined with the removal of one page and editing for duplication of documents. St. Germain didn't have any issues with this code of ethics as long as it is going to be enforced and suggested changing the title to Ethics Policy. After the compiling of these two documents the Selectmen will review again. St. Germain raised the question on hiring of immediate family in section C, and does this apply to the current Board of Selectmen or the Board of 20 year ago, and asked what has been implemented in the past.

3. The Selectmen went through with Jeanne Nygren procedures for monthly revenue reporting. Sheets with the revenue accounts have been given to Heidi Carlson for review, updating, and incorporation of all current revenue account numbers. Nygren told the Board that she is in the process and feels that for more efficient monthly reporting revenue an update of all the posting accounts numbers needs to be compiled, rectified and issued to each department (Tax Collector, Town Clerk, Town Administrator and Treasurer) to have continuity with the proper posting into these accounts. Nygren thought the documents need to be submitted to the Selectmen's office no later than the 7th of the month. The Treasurer then in turn needs to have the compilation of these reports submitted by the 10th of the month with all the grand totals.

Nygren then in turn can justify all these totals and then enter into the Town's accounting system program (NEMRC) and be done by mid-month. The monthly calculation and justification of all these accounts make year end bookkeeping an easier task. These reports are a key tool used by the Budget Committee not only on the revenues but also in the expenditures made by the Town when they go through reviewing all the budgets during budget season. If any department has a problem with the schedule, they need to let the Selectmen's Office know, so that adoption of this reporting system can proceed.

4. The demolition work on Sunny Lane has been completed and inspected (photographed) by Thom Roy. The Selectmen reviewed and approved the invoice from Ty Bolduc for \$1,700 as per the bid specification.

NEW BUSINESS

1. A motion to approve the payroll manifest in the amount of \$20,039.76 was made by Hunter. St. Germain seconded and the vote was approved 3-0. Hunter asked the question when Michael Holmes was rehired as an employee and the Board asked for clarification of his status.

A motion to approve the accounts payable manifest in the amount of \$516,043.10 was made by St Germain; of which \$500,000 goes to the Fremont School District. The motion was seconded by Gates and the vote was 2-1 with Hunter abstaining. Gates asked for a breakdown or manifest similar to what the Town submits, of where the money goes when a request for money is made by the School.

2. Selectmen reviewed the folder of incoming correspondence.

3. Selectmen reviewed a draft outgoing correspondence to Keith Stanton regarding an email he sent to Jeanne Nygren this week regarding the roads on the Warrant for acceptance at Town Meeting. This email was read, and the Board discussed redrafting the letter to be retyped and signed next week. Gates said his question on the 50 x 2600 road and who is paying these taxes needs a simple answer, including that the Developer is not paying taxes on that "space" but the land and homes are paying taxes, and that this encompasses the value of the road they are sitting on.

4. The documents submitted for the March 9, 2010 Election Warrant from the Town Clerk were read and signed by the Selectmen. They were returned to the Clerk for posting.

5. The Highway Department identified a hazard tree on Beede Hill Road and notified the State of NH DOT. DOT inspected it this week and is making it a priority removal. The tree is near a culvert in the area of the 360's (not near a house). Gates remarked that the State is taking care of this removal of this hazard.

6. The 2009 equalization ratio worksheet has been sent to the Town by the NH Department of Revenue Administration and was provided to the Selectmen for review. A cover memo from Assessor Scott Marsh was also reviewed. The 2009 equalization ratio is 118.2%.

At 8:20 pm a motion to go into non-public session pursuant to NH RSA 91-A:3 II (e) was made by Gates. Hunter seconded and the roll-call vote was approved 3-0.

A motion to return to public session at 8:30 pm was made by Gates. Hunter seconded and the roll-call vote was approved 3-0.

Motion was made by Gates and seconded by Hunter to seal the minutes of the non-public session until such time as the pending case is settled. The roll-call vote was unanimously approved 3-0.

The Board, after consideration and discussion on the issue of Martin Ferwerda's abatement and the Assessor's recommendation came to an agreement that the current assessment is fair and appropriate, and are not interested in accepting the proposed settlement offer from the property owner. Hunter said that the upcoming reevaluation might change the assessment for 2010. This matter will proceed to a hearing before the Board of Tax and Land Appeals as it was unable to be settled.

NEXT WEEK

The School District Public Budget Hearing will be held on Monday February 7, 2010 at 7:30 pm at the Town Hall. The snow date is Tuesday February 8, 2010.

The next regular Board meeting will be held on Thursday February 11, 2010 at 6:00 pm.

With no further business to come before the Board, motion was made by St. Germain and seconded by Gates to adjourn the meeting at 8:45 pm.

Respectfully submitted,

Heidi Carlson
Town Administrator

Jeanne Nygren
Selectmen's Clerk